

PROPERTY MAINTENANCE WORKER II

Class Definition

Under general supervision, performs fully experienced level semi-skilled facility maintenance and repair work.

Distinguishing Characteristics

This is the fully experienced level of the Property Maintenance Worker series. Incumbents are assigned the full range of property maintenance and repair tasks. Work assigned is performed with a high degree of independence, and incumbents should be fully experienced in all areas of municipal facility repair and maintenance work. This class differs from the entry class of Property Maintenance Worker I, in that the latter is not fully trained and requires more supervision. This class differs from Property Maintenance Leadworker, in that the latter has ongoing lead responsibilities.

Typical Tasks

Performs various semi-skilled to skilled tasks on heating and air conditioning equipment, plumbing, electrical, carpentry, and general maintenance work.

Operates and makes minor repairs to air handling units, electronic and motorized doors, boilers, pumps, and fans.

May assist craft journey level workers in the installation, renovation, repair, maintenance, and remodeling of city owned facilities and buildings.

Maintains records of maintenance and repairs performed on equipment and buildings.

Performs various semi-skilled tasks in the renovation and remodeling of City owned buildings and facilities.

Operates various automotive equipment in. the performance of maintenance and repair work..

Performs related work as required.

Knowledge, Abilities and Skills

Knowledge of the methods, tools and equipment used in building maintenance and repair work.

Knowledge of the operation, minor maintenance, and repair of heating and cooling systems.

Knowledge and ability to maintain records of maintenance and repairs performed on equipment and buildings.

Ability to perform minor carpentry and construction work.

Ability to make minor mechanical and electrical repairs.

Ability to work from simple sketches, diagrams, and blueprints.

Ability to follow oral and written instructions.

Ability to deal with the general public in a courteous, cooperative manner.

Minimum Qualifications

Education and experience equivalent to completion of the tenth grade and experience in building maintenance and repair work.

Necessary Special Requirements

Possession of a valid California Driver*s License at time of appointment.

APPROVED: _____
Director of Personnel

DATE: _____

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